



Final Examination

How to Take the Final Examination

The following final examination is designed to find out how much you have learned about the basics of emergency management and about being an emergency manager.

A pre-printed final examination answer sheet is included with this course. Be sure to fill in your name, address, social security number, and organization affiliation. Mark your answers in the appropriate spaces. Use a soft lead (#2) pencil.

While taking the final examination, read each question carefully and select the answer that you think is correct after reading all the possible choices. Complete all of the questions. You may refer to the course materials to help you answer the questions.

When you have completed the examination, prepare the answer sheet for mailing:

1. Fill in the return address.
2. Place a stamp in the area marked for the stamp.
3. Fold the sheet on the dotted lines.
4. Drop it in the mail.

Your answers will be scored and the results returned to you as quickly as possible. If you score 75 percent or higher, you will receive a certificate of completion from FEMA. If you score less than 75 percent, you will be given another chance to take the test.

There are 50 questions on the final examination, and should take no more than 60 minutes to complete. Find a quiet spot where you will not be interrupted during this time.

Instructions: Read each questions carefully and all the possible answers before marking your answer. There is only one correct answer for each question.

1. Developing an emergency operations plan is an activity in this phase of emergency management:
 - a. Preparedness
 - b. Response
 - c. Recovery
 - d. Mitigation

2. A system built on the basic principle that many of the same management strategies that apply to one emergency will apply to other emergencies is:
 - a. Integrated Emergency Management
 - b. Coordinated Management System
 - c. Incident Prevention System
 - d. Comprehensive Emergency Management

3. Hurricanes, snowstorms, flooding fall into this type of hazard category:
 - a. Natural
 - b. Man-made

4. Adjacent sectors in a community will have the same vulnerability for a hazardous transportation accident if the frequency of occurrence is projected to be the same.
 - a. True
 - b. False

5. A request for a federal declaration for disaster assistance must come from this person:
 - a. Mayor
 - b. Attorney General
 - c. Governor
 - d. Comptroller

6. The emergency manager's role for media relations is to:
 - a. Make all contacts with the media.
 - b. Ensure plans for this function are in place and up-to-date.
 - c. Serve as the primary spokesperson.
 - d. Review and approve all releases.

7. What is key to obtaining community support for local emergency management?
 - a. Citizen support
 - b. Program accreditation
 - c. Legal authority
 - d. Size of the emergency management staff

8. The emergency manager has no role in mitigation.
 - a. True
 - b. False

9. What is a key responsibility the emergency manager may have in the emergency operations center operations?
 - a. Determining who will represent each agency.
 - b. Developing a message flow system.
 - c. Setting work hours.
 - d. Controlling all donated resources.

10. Providing assistance to help people rebuild their lives is an activity in this phase of emergency management:
 - a. Preparedness
 - b. Response
 - c. Recovery
 - d. Mitigation

11. This part of the Emergency Operations Plan should address how people and organizations will communicate during times of disaster:
 - a. Basic Plan
 - b. Functional Annexes
 - c. Hazard-specific Appendices

12. The job of emergency manager is best characterized as:
 - a. Chief executive
 - b. Legal authority
 - c. First Responder
 - d. Coordinator

13. Regardless of the size and nature of the event, the emergency operations center should always be activated.
 - a. True
 - b. False

14. A natural or man-made event/situation that can cause or create a serious negative impact on the community is a:
 - a. Community vulnerability
 - b. Risk
 - c. Situation
 - d. Hazard

15. The core resources for the local emergency plan come from this source:
 - a. Federal government
 - b. State government
 - c. Jurisdiction
 - d. Private sector

16. Identify the legal document that describes what help will be provided from other governments in case of an emergency:
 - a. Administrative Plan
 - b. Letter of Intent
 - c. Mutual Aid Agreement
 - d. Partnership Pact

17. A resource inventory usually remains constant and should be updated about every five to ten years.
 - a. True
 - b. False

18. During what kind of exercise do all personnel respond to an emergency by moving equipment and personnel as in a real situation?
 - a. Orientation exercise
 - b. Table-top exercise
 - c. Functional exercise
 - d. Full-scale exercise

19. What part of the Emergency Operations Plan contains detailed supplemental information for responding to a hazard?
 - a. Basic Plan
 - b. Functional Annexes
 - c. Hazard-specific Appendices

20. What is a good technique for controlling rumors during times of disaster?
 - a. Disregard the rumors.
 - b. Assign a team to track down the origin of the rumors.
 - c. Refer these types of things to first responders.
 - d. Engage the media to get the facts out.

21. Hazardous materials and structural fires fall into which type of hazard category?
 - a. Natural
 - b. Man-made

22. The emergency manager's role in sheltering most likely would be:
 - a. Inspecting the shelters
 - b. Managing the shelter operations
 - c. Ensuring the proper organization provides this service
 - d. Providing security for the shelters

23. Codes and ordinances, financial measures, and land use mapping are tools that could be used to reduce the adverse effects of disasters.
 - a. True
 - b. False

24. A good location for an emergency operations center would be in the police department since it is always up and operational.
 - a. True
 - b. False

25. What is the detailed "how to" instructions to be followed during emergency operations?
 - a. Mitigation Plan
 - b. Administrative Plan
 - c. Standard Operating Procedures
 - d. Response Plan

26. “An ounce of prevention is worth a pound of cure,” fits well as the adage for this phase of emergency management.
 - a. Preparedness
 - b. Recovery
 - c. Mitigation
 - d. Response

27. Who is the person responsible for directing federal disaster assistance following a Presidential declaration?
 - a. President of the United States
 - b. Federal Coordinating Officer
 - c. National Emergency Manager
 - d. Director of the Federal Emergency Management Agency

28. Preliminary damage assessment details the extent and dollar amount of damage and is used to identify needs to help the community recover.
 - a. True
 - b. False

29. The primary responsibility for emergency management is at which level?
 - a. Federal
 - b. Regional
 - c. Local
 - d. State

30. What is the keystone function of emergency management?
 - a. Coordinating activities
 - b. Planning for recovery
 - c. Informing the public
 - d. Caring for victims

31. Since it is important to have good relations with the media, they should have a designated area within the emergency operations center in order to get information as it becomes available.
- a. True
 - b. False
32. Once a plan is developed, its content should be shared with only those who will be involved in the emergency operations.
- a. True
 - b. False
33. If the community already has an emergency operations plan, the emergency manager should:
- a. Consider this part of the job done and focus on other activities.
 - b. Assume the plan is probably outdated and proceed to develop a new one.
 - c. Let the people responsible for the various sections decide when and if changes are needed.
 - d. Coordinate a unified effort with all those responsible to keep the plan updated.
34. What type of exercise takes place in a classroom setting arranged to look like an emergency operations center or in an actual emergency operations center, and involves simulation using written, telephone, and radio messaging?
- a. Orientation exercise
 - b. Table-top exercise
 - c. Functional exercise
 - d. Full-scale exercise
35. A hazard profile is a one-time activity to identify hazards that may threaten the community.
- a. True
 - b. False

36. What process is used in the planning process to project who or what will be affected by a disaster and how badly?
- a. Vulnerability Analysis
 - b. Community Image
 - c. Threat Determination
 - d. Hazard Analysis
37. The emergency manager has the primary responsibility for mitigation.
- a. True
 - b. False
38. What part of the Emergency Operations Plan includes a change record page for noting the dates of revisions and the sections revised?
- a. Basic Plan
 - b. Functional Annexes
 - c. Hazard-specific Appendices
39. What type of exercise is a building block to the others and provides an introduction to the plans and procedures?
- a. Orientation
 - b. Table-top
 - c. Functional
 - d. Full-scale
40. What phase includes determining what you would do in the event a disaster should occur?
- a. Preparedness
 - b. Response
 - c. Recovery
 - d. Mitigation

41. For this type of exercise, people are presented an event and talk their way through what would happen according to the emergency operations plan.
 - a. Orientation
 - b. Table-top
 - c. Functional
 - d. Full-scale

42. Adding wind resistant shutters to windows is an activity in this phase of emergency management.
 - a. Preparedness
 - b. Response
 - c. Recovery
 - d. Mitigation

43. Rapid assessment occurs within the first few hours after an incident and is focused on lifesaving needs.
 - a. True
 - b. False

44. What is a primary trait for the successful local emergency manager?
 - a. Legal Background.
 - b. Emergency response experience.
 - c. Engaged in defining the role.
 - d. Expert on local ordinances.

45. What is the most common reason for failure to obtain federal assistance even when the impact is significant?
 - a. No one requested it.
 - b. The wrong person made the request.
 - c. Failure to file within the deadline.
 - d. Lack of documentation.

46. Which agency provides grants to homeowners to make repairs to essential areas of the home following a Presidential declaration?
- a. American Red Cross
 - b. Federal Emergency Management Agency
 - c. Small Business Administration
 - d. American Insurance Association
47. The size of the emergency management budget may depend on the history of disasters in the community.
- a. True
 - b. False
48. What procedures for activating the emergency operations centers should be reflected in this document?
- a. Mitigation Plan
 - b. Administrative Plan
 - c. Emergency Operations Plan
 - d. Recovery Plan
49. What program can provide assistance for debris removal following a Presidential declaration?
- a. Disaster Housing
 - b. Veterans Benefit Assistance
 - c. Public Assistance
 - d. Mitigation
50. Most mitigation activities are within the control of the emergency manager.
- a. True
 - b. False